



C A L I F O R N I A D E P A R T M E N T O F

Mental Health

www.dmh.ca.gov

CONTINUOUS TESTING

OPEN SPOT FOR ATASCADERO, COALINGA, METROPOLITAN, NAPA, AND PATTON STATE HOSPITALS AND SALINAS VALLEY AND VACAVILLE PSYCHIATRIC PROGRAMS

SENIOR PSYCHOLOGIST (HEALTH FACILITY) (SPECIALIST)

The Department of Mental Health is an Equal Employment Opportunity employer committed to ensuring the rights of every applicant and employee to work in an environment free from unlawful discrimination and harassment and without regard to race, color, sex/pregnancy, gender, age (40 and above), religion, marital status, national origin, ancestry, disability (mental and physical, including HIV/AIDS), medical condition (i.e., cancer or genetic characteristics), political affiliation or opinion, or sexual orientation.

It is the objective of the State of California to achieve a drug-free state workplace. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.

EXAMINATION TYPE

This is an open spot (locations listed above) examination for the Department of Mental Health. Examination and/or Employment Applications will not be accepted on a promotional basis. Career credits do not apply.

HOW TO APPLY

Please submit an Examination and/or Employment Application (STD. 678) form to **ONE** address indicated below. Do not submit multiple Examination and/or Employment Application forms; you must chose the location that you are willing to work in to submit your Examination and/or Employment Application form. **DO NOT SUBMIT EXAMINATION AND/OR EMPLOYMENT APPLICATION FORMS TO THE STATE PERSONNEL BOARD.**

NOTE: All Examination and/or Employment Application forms must include: "to" and "from" dates (month/day/year); time base; and civil service class titles. Examination and/or Employment Application forms received without this information will be rejected. Resumes will not be accepted in lieu of a completed Examination and/or Employment Application (STD. 678) form.

WHERE TO APPLY

MAIL OR HAND DELIVER EXAMINATION AND/OR EMPLOYMENT APPLICATION FORMS TO:

**ATASCADERO STATE HOSPITAL
EMPLOYMENT OFFICE
10333 EL CAMINO REAL
P.O. BOX 7005
ATASCADERO, CA 93423-7005
(805) 468-3384 / TDD (805) 468-2009**

**COALINGA STATE HOSPITAL
SELECTION SERVICES UNIT
24511 WEST JAYNE AVENUE
P.O. BOX 5002
COALINGA, CA 93210
(559) 935-4305 / TDD (559) 935-7120**

**METROPOLITAN STATE HOSPITAL
SELECTION SERVICES UNIT
11401 SOUTH BLOOMFIELD AVENUE
NORWALK, CA 90605
(562) 863-7011 / TDD (562) 863-1743**

**NAPA STATE HOSPITAL
PERSONNEL OFFICE
2100 NAPA-VALLEJO HIGHWAY
NAPA, CA 94558-6293
(707) 253-5611 / TDD (707) 253-5768**

**PATTON STATE HOSPITAL
HUMAN RESOURCES-EXAMS/HIRING
3102 EAST HIGHLAND AVENUE
PATTON, CA 92369
(909) 425-7000 / TDD (909) 862-5730**

**SALINAS VALLEY PSYCHIATRIC PROGRAM
SELECTION SERVICES UNIT
P.O. BOX 1080
SOLEDAD, CA 93960
(831) 678-5500**

**VACAVILLE PSYCHIATRIC PROGRAM
SELECTION SERVICES UNIT
P.O. BOX 2297
VACAVILLE, CA 95696-2297
(707) 449-6514**

EXAMINATION ELIGIBILITY LIMITATION

A candidate may be tested only once during any testing period. The testing period for this classification is once every 12 months. If you have taken an examination for this classification with the Department of Mental Health, Atascadero, Coalinga, Metropolitan, Napa or Patton State Hospitals or with Salinas Valley or Vacaville Psychiatric Programs, within the last 12 months, you are not eligible to compete in this examination.

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

SENIOR PSYCHOLOGIST (HEALTH FACILITY) (SPECIALIST)

XL14/9839/8MHF

Final Filing Date: Continuous

FINAL FILE DATE	Continuous Testing – No Final File Date. Testing is considered continuous as dates can be set at any time.
SPECIAL TESTING ARRANGEMENTS	If you have a disability and need special testing arrangements, mark "yes" on Question #2 on the Examination and/or Employment Application form. The Selection Services Unit will contact you to make special testing arrangements.
IDENTIFICATION REQUIRED	Note: Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.
EXAMINATION DATES	Qualifications Appraisal: It is anticipated that interviews will be held during (put months and year here).
SALARY RANGE	\$7,751 - \$8,930, per month
REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION	<p>It is your responsibility to make sure you meet the education and/or experience requirements stated on this announcement on the date you submit your application. Your signature on your Examination and/or Employment Application form indicates that you have <u>read</u>, <u>understood</u>, and <u>possess</u> the basic qualifications required.</p> <p>NOTE: All competitors must meet the education and/or experience requirements for this examination by the testing deadline established by the testing office.</p>
MINIMUM QUALIFICATIONS	<p>Possession of a valid license as a Psychologist issued by the California Board of Psychology and possession of an earned Doctorate Degree in Psychology from an educational institution meeting the criteria of Section 2914 of the Medical Board of California's Business and Professions Code.</p> <p>Individuals who do not qualify for licensure by the California Board of Psychology or who are in the process of securing this license will be admitted into the examination and may be appointed, but must secure a valid license within two years of appointment; however, an individual shall be employed only to the extent necessary to be eligible for licensure plus one year. An extension of the waiver may be granted for an additional one year based on extenuating circumstances, as provided by Section 1277 (e) of the Health and Safety Code or Section 5600.2 (f) of Welfare and Institutions Code, whichever is applicable.</p> <p>Unlicensed individuals who are recruited from outside the State of California and who qualify for licensure may take the examination and may be appointed for a maximum of one year at which time licensure shall have been obtained or the employment shall be terminated. Additionally, they must take the licensure examination at the earliest possible date after the date of employment. An extension of the waiver may be granted for an additional one year based on extenuating circumstances, as provided by Section 1277 (e) of the Health and Safety Code or Section 5600.2 (f) of the Welfare and Institutions Code, whichever is applicable. Individuals granted an additional one year based on extenuating circumstances may be appointed for a maximum of two years at which time licensure shall have been obtained or the employment shall be terminated.</p> <p>*NOTE: Assembly Bill 1975 of 2000 extended the timeframes a psychologist can work without licensure from two to three years and deleted the authority to extend the waiver of licensure for one additional year. (The class specification, which has not yet been updated, will be revised in the future to reflect these requirements.)</p>
SPECIAL PERSONAL CHARACTERISTICS	Scientific and professional integrity, ability to handle stressful situations, patience, alertness and tact..
POSITION DESCRIPTION	Under general direction, to perform difficult and responsible assignments relating to psychological assessment and treatment and serve as a departmentwide expert and psychology consultant in a specific psychology discipline; and do other related work.
POSITION LOCATION(S)	Positions exist at the locations noted on the first page of this bulletin.
EXAMINATION INFORMATION	This examination will consist of a Qualifications Appraisal Panel interview only, weighted 100%. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained. <i>Candidates who do not appear for the interview will be disqualified.</i>
EXAMINATION SCOPE	<p>Qualifications Appraisal – Weighted 100%</p> <p>Knowledge of:</p> <ol style="list-style-type: none"> 1. Principles, techniques and trends in psychology with particular reference to normal and disordered behavior, human development, motivation, personality, learning, individual differences, adaptation and social interaction. 2. Methods for the assessment and modification of human behavior. 3. Characteristics and social aspects of mental and developmental disabilities. 4. Research methodology and program evaluation.

SEE NEXT PAGE FOR ADDITIONAL INFORMATION

5. Institutional and social process and group dynamics.
6. Functions of psychologists in various mental health services.
7. Current trends in the field of mental health.
8. Professional training.
9. Community organization and allied professional services.

Ability to:

1. Provide professional consultation.
2. Teach and participate in professional training.
3. Recognize situations requiring the creative application of technical skills.
4. Develop and evaluate creative approaches to the assessment, treatment, and rehabilitation of mental disabilities, to the conduct of research, and to the development and direction of a psychology program.
5. Plan, organize, and conduct research, data analysis and program evaluation.
6. Conduct the more difficult assessment and psychological treatment procedures.
7. Analyze situations accurately and take effective action.
8. Speak and write effectively.

ELIGIBLE LIST INFORMATION

Departmental open eligible lists will be established for the Department of Mental Health for each location listed on this bulletin. Names of successful competitors are merged onto the lists in order of final scores, regardless of date. Eligibility expires 12 months after it is established, unless the needs of the service and conditions of the lists warrant a change in this period.

VETERANS PREFERENCE

Veterans preference credit will not be granted in this examination since it does not qualify as an entrance examination under the law.

GENERAL INFORMATION

For an examination without a written feature it is the competitor's responsibility to contact the Department of Mental Health, Selection Services Unit at (916) 654-2351 three weeks after the application deadline date if she/he has not received a progress notice.

If a competitor's notice of oral interview or performance test fails to reach her/him prior to the day of the interview due to a verified postal error, she/he will be rescheduled upon written request.

Examination and/or Employment Application (STD. 678) forms are available at the State Personnel Board, local offices of the Employment Development Department, the Department of Mental Health, and accessible on the internet at www.spb.ca.gov.

If you meet the requirements stated on this bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Competitors who pass will be ranked according to their scores.

The Department of Mental Health reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of competitors and conditions warrant. Ordinarily oral interviews are scheduled in Sacramento. However, locations of interviews may be extended as conditions warrant.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on this bulletin.

General Qualifications: Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

Veterans' Preference: California law limits the granting of veterans preference credits to entrance examinations. Veterans, widows, widowers, and the spouse of a disabled veteran may qualify for veterans' preference credits in Open entrance examinations (15 points for disabled veteran; 10 points for other veterans). Applicable points will be added to the final score of all candidates who are successful in this examination, and who qualify for, and have requested these points. Due to changes in the law, which were effective January 1, 1996, CURRENT CIVIL SERVICE EMPLOYEES WHO HAVE ACHIEVED PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE VETERANS' PREFERENCE CREDITS. Directions on how to apply for veterans' preference credits are on the Veterans' Preference Application Form (Form 1093) which is available from State Personnel Board Offices, written test proctors, and the Department of Veterans Affairs, P.O. Box 942895, Sacramento, CA 94295-0001.

High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Education Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the competitor is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

Career Credits: In open, nonpromotional examinations, career credits are granted to: 1) State employees with permanent civil service status, 2) full-time employees of the State who are exempt from State civil service pursuant to the provisions of Section 4 of Article VII of the California Constitution, and who meet all qualification requirements specified by the Board and have 12 consecutive months of service in an exempt position, and 3) individuals who have served one full year in, or are graduates of, the California Conservation Corps (eligibility shall expire 24 months after graduation from the California Conservation Corps). Three points are added to the final test score of those candidates who meet the above criteria, and who are successful in the examination. Such examinations cannot be for managerial positions described in Government Code 3513. Competitors not currently employed in State civil service who have mandatory reinstatement rights may also be eligible for career credits, but they must explain their civil service status in the appropriate section of the Examination and/or Employment Application (STD. 678) form. (Section 4 of Article VII of the California Constitution is posted at the State Personnel Board, 801 Capitol Mall, Sacramento.)

DEPARTMENT OF MENTAL HEALTH

1600 9th Street, Room 121
Sacramento, CA 95814

TDD is a Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device.

From TDD Phones: 1-800-735-2929

From Voice Phones: 1-800-735-2922